



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF PLUMBING AND HVACR EXAMINERS

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PUBLIC MEETING MINUTES:	BOARD OF PLUMBING & HVACR EXAMINERS
MEETING DATE AND TIME:	Tuesday, February 11, 2014 at 8:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon
MINUTES APPROVED:	March 11, 2014

MEMBERS PRESENT

Dean Sherman, Professional Member, President
Charles Robbins, Professional Member, Vice President
Carol Guilbert, Public Member, Secretary
Frank Beebe, Professional Member
James Anderson, Public Member
Harold Caswell, Professional Member
John Brady, Public Member

MEMBERS ABSENT

Gerard Pepeta, Professional Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Kevin Maloney, Deputy Attorney General
Latonya Brown, Administrative Specialist II

OTHERS PRESENT

Chuck Davidson, DPH
Larry Cole, Cole Mechanics
James Permelia, NCC

CALL TO ORDER

Mr. Sherman called the meeting to order at 8:55 am.

REVIEW OF MINUTES

A motion was made by Mr. Beebe, seconded by Mr. Brady, to approve the January 14, 2014 minutes. The motion carried unanimously.

A motion was made by Mr. Caswell, seconded by Mr. Beebe, to approve the January 28, 2014 Committee Meeting minutes. The motion carried unanimously.

UNFINISHED BUSINESS

Re-Review of Applications

A motion was made by Ms. Guilbert, seconded by Mr. Brady, to approve David Ficoturo to take the Master HVACR Restricted By-Pass Exam. The motion carried unanimously.

NEW BUSINESS

Review of Examination Applications

A motion was made by Mr. Beebe, seconded by Mr. BradyLa, to approve Terry Baum to take the Master Plumber By-Pass Exam. The motion carried unanimously.

A motion was made by Mr. Beebe, seconded by Mr. Brady, to approve Timothy Jay Dukes to take the Master HVACR Restricted By-Pass Exam. The motion carried unanimously.

A motion was made by Mr. Beebe, seconded by Mr. Brady, to table the Master HVACR application of Nicholas Slater. The Board needs further verification of experience, Mr. Slater only provided 5 years. The Board wants more verification regarding Mr. Wibel's New Castle County license. The motion carried unanimously.

A motion was made by Mr. Beebe, seconded by Mr. Brady, to approve Terry Norem to take the Master HVACR By-Pass Exam. The motion carried unanimously.

Review of Reciprocity Applications

A motion was made by Mr. Brady, seconded by Mr. Caswell, to approve the application of Brian Conner for Master Plumber. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Caswell, to approve the application of Larry Cole for Master HVACR. The motion carried unanimously.

Ratification of Applications

A motion was made by Ms. Guilbert, seconded by Mr. Caswell, to ratify the applications of Daniel Glover (Master HVACR), Timothy Schachnuk (Master Plumber) and Steven Russell Dennis (Master HVACR).

Examination Passing Results

The Board reviewed the examination results that showed out of 6 candidates, three had passing scores: Michael Gaffney (Master HVACR), Kelvin Green (Master HVACR) and Robert Wanner (Master HVACR).

Complaint Status

34-06-12	Assigned to Hearing Officer	34-11-13	Assigned to Hearing Officer
34-11-12	Referred to AG	34-12-13	Closed
34-14-12	Referred to AG	34-13-13	Open
34-15-12	Open	34-02-13	Open
34-01-13	Open	34-03-13	Open
34-07-13	Open	34-04-13	Open
34-08-13	Referred to AG	34-05-13	Closed
34-03-12	Referred to AG	34-06-13	Closed
34-09-13	Open	34-14-13	Open
34-10-13	Open	34-15-13	Open

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Update on submission of states laws and regulations

Ms. Brown handed the Board a copy of the updated checklist showing that "Copy of State Law, Rules & Regulations from States License Obtained" was added. The Board is requesting that the Division require applicants who are coming in by Reciprocity to provide their "recent" state laws and regulations governing licensure to the Board.

Update on Continuing Education

Ms. Brown handed the Board folders to review with information relating to continuing education. Mr. Maloney stated that he will have the draft regulation for continuing education finish within a week and forward it to Ms. Brown. Ms. Brown will then forward the draft to the Board members for review.

Update on Bypass Exam/Prometric

Ms. Brown informed the Board that she has spoken to Jeremy McEntire, Community Education Coordinator who explained the By-Pass process. Mr. McEntire explained that there are only two By-Pass exams; one for Master HVACR and one for HVAC. There are no By-Pass exams specifically for HVAC specialties. An applicant who is approved to take the HVAC Restricted exam, he/she would be required to complete the Master HVAC exam. The exam would then be deemed to have been passed or failed depending on the percentage of the questions related to the applicant's specialty. The Division will license the applicant according to the section of the exam they passed.

Discussion of Potential CE Requirements

The Board will continue to discuss the CE requirements at each meeting. Ms. Brown will add this topic on each agenda until the Public Hearing. That will allow licensees to have a pre-review of what the Board is discussing.

PUBLIC COMMENT

None

NEXT SCHEDULED MEETING

The next board meeting will be held on March 11, 2014 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

A motion was made by Mr. Beebe, seconded Ms. Guilbert, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:32 am.

Respectfully submitted,



LaTonya Brown
Administrative Specialist II